Walpole Permanent Building Committee Walpole Town Hall – Room 116 January 19, 2016 DRAFT Minutes

PRESENT: Jack Conroy, Cam Daley, Phil Wild, Bernie Goba

ALSO PRESENT: Courtney Riley, Don Anderson, Chief Bailey, Lt. Zanghetti, Bryan Jarvis, Tom Gregory

Mr. Conroy convened the meeting at 6:30 PM.

Review and Approval of Minutes

The following minutes were approved:

Date	Motion / Second	Vote
October 27, 2015	Mr. Daley / Mr. Wild	(5-0)
November 5, 2015	Mr. Daley / Mr. Wild	(5-0)
November 16, 2015	Mr. Daley / Mr. Wild	(5-0)
November 18, 2015	Mr. Daley / Mr. Wild	(5-0)
November 30, 2015	Mr. Daley / Mr. Wild	(5-0)
December 1, 2015	Mr. Daley / Mr. Wild	(5-0)

Police Station and Fire Station Status Updates

Mr. Jarvis provided an update on the police station design / programming - see attached report.

Mr. Jarvis provided an update on the fire station design / programming - see attached report.

Discussion and Ranking of Statements of Qualification for COA Design

Statements of Qualification for the design of the COA building were received by the following architectural firms:

Bargmann Hendrie + Archetype, Inc. Catlin + Petrovick Architects, PC Elton Hampton Architects GMI Architects Gorman, Richardson, Lewis Architects Turowski2 Architecture, Inc.

The Committee debated the merits of each of the Statements. After some discussion, on a motion by Mr. Goba, second by Mr. Daley, the Committee voted (5-0) to rank the firms Catlin + Petrovick Architects, PC #1, Bargmann Hendrie + Archetype, Inc. #2, and GMI Architects #3; and to request that these firms attend an interview session with the Committee on February 3, 2015.

There was no other business.

The meeting adjourned at 7:25 PM.

Respectfully submitted,

Thomas Gregory Assistant Town Administrator



PROJECT

UPDATE: 1/19/16 Permanent Building Committee

OPM: Compass Project Management

Designer: SchwartzSilver (SSA) and Bob Mitchell Associates (BMA)

GC/CM: TBD

Progress Since Last Update:

- The Town successfully negotiated a fee with the selected Designer SchwartzSilver Associates (SSA) from Boston, MA
- The Designer's Fee is \$860,000. This includes Construction Administration, the site survey, and geotechnical engineering. This fee has been added to the Draft Total Project Budget (see attached)
- The project created a Design Phase Working Group consisting of:
 - o Compass
 - O SSA/BMA
 - o Chief Bailey
- The Working Group meets every Thursday 11AM-12:30PM at the Library.
- SSA/BMA met with the Fire Dept. several times in late December and early February to put together the program for the project.
- Initial programming resulted in building size of appox. 22,600 SF.
- The project team is carrying \$500/SF for an estimated SF construction cost based upon input from
 estimators PM&C and Daedalus. Per the drafted Total Project Budget, after soft costs, there is
 approximately \$9M left for construction. At \$500/SF this requires a building size of 18,000.
- Following the 1/14/16 meeting the FD was able to reduce program requirements down to near
 18,000 SF. The SSA is expected to present conceptual site layout/floor plans at the 1/21 Meeting.
- The FD is working with the Police Dept. to identify the Town's dispatch and radio communication needs and coordinate a solution across projects so that efforts and costs are not duplicated.

Schedule Update:

- The SSA presented a working draft of the Design Phase Schedule (see attached)
- Compass is drafting a Total Project Schedule
- Targeted Design Phase Milestones are as follows:
 - o 3/31/16 Complete Schematic Design and Schematic Design Estimate
 - o 6/10/16 Complete Design Development and Estimate
 - o 5/13/16 Start Construction Documents
 - o 9/05/16 Bid Documents available and Start Bid Process
 - o 10/17/16 Town Meeting
- The goal for the Working Group is to have a bid in hand prior to the October Town Meeting

Budget Update:

- Estimated Total Project Budget: \$12.4M (see attached).
- Compass will prepare and present a Monthly Vendor Invoice Package will presented to PBC starting in February
- SSA's contract has a prevision that following the 100 %DD estimate, if the estimated construction cost is over \$9M, then must decide whether to:
 - Direct SSA to reduce the size of the building at no additional cost to meet budget



o Increase the construction budget according to the estimate and in turn increase SSA's fee to 9.5% of the increased budget amount. Currently SSA's fee is 9.5% of \$9M (\$860,000).

Issues or Concerns:

- Working around the existing diesel fuel dispenser
- Temporary Operations costs and location(s)
- Incorporating back-up dispatch capabilities into the program SF.
- Coordinating the communication tower needs and logistics with the police station project

Whipole Central Fire Station Behavioral Architects 79 Francisco St. Bostor, MA.

	ĭ
	Ĭ
	8
- Autre	벁
	ì

Total	Zens	-											
	December	January	February	15:		1	- Arre	14	August	Beptamber	October	in the second	Day and a
Project Selve ping. Contracted, Cornelliant Agreements	10 20 4		1 6 45 45 7	2 2 2 2 2 3	R	2022		2 2 2 2	1 8 15 22 28	4 12 19 25	3 10 17,26' 21	7 14 27 20	0, 12, 10, 20
Program Project Schoolsin Depress on Content for Designer Services Content Additionalisation organization Band Additionation of Tenne or services		-	;								-		,
Styres Commod		U.	· ·								-		
Control of the Contro	4	7. S. J.		-									
Str. Paper Grap Merings		Ì						:					
Problem y Properties / Information Gehaning	i					•		,					
Populario		L				٠				-	-		
Traffic Analysis	8								"		-		
Owner cored, of traver and communication equipment tockets.	100			<u> </u>						-			. ,
Conceptual Sudding College Triesto Prefiling Options	*47			7									
Code and Regulatory Review			12-				•	•			•		_
Comparison Contaminate of Salasiad Cyclores Owing Richary and Durbo Salasian	-	-d							,.	_			
36							-						
She Pleas Schemate Design (Child & Lamboures)					_	•					-		
Equipment Strington and Plan Layouts													
Blasting Strictural Davigo (clarit, describer, birty sections) A&E Besters Newstras	14 ==							-	. ;				
Coch and Regulatory Review		,			,			,			_,-	-	,
(Sto Print Residue / Aggroved by America Authority (Beig Consults) 100 % 80 Cost Enterior	2-						-		-				
Cost Bullingle Shoondleden		mbo.		}						,			,
g Authority and Design Agreemed												-	
District Correlates Maritiga													
Shr. Project Group Monthage		;	-	100	L L	-				·	57.0		•
Equipment Plans and Purities Lapsin	_ ' .				is		P**	-	Ġ.			-	:
Building DD Demonstrate (State, eller, und sections, sec.)						2 4							
AME DD Documents								3					,
100 % DO AAL Cultiva Spanifications		* .				I-B							
100% DD Cont Balterio	٠	-										-	
Aureling Authority and Deelin Approved		,									_		
Caralturation Decuments Building Controlline Northers			-					4				T	
Ser. Project Group Manifege.		1								1		,	,
Townson Equipment Plens or of Pursuant Layoute				_									
Distriction Discussion in			н	_		1					-		-
1907s. Put Construction Documents	-				-			10000	-				
APPEND AND MATRIX AND DOUGH APPEND			+	+	-								
AME Ed Occupants beauth		•		-								27	
Town Mouting Options - 17th				-		1	+	1			and annual lines		
Construction Assembly and an artist of the second							T						
Controllor Beatigs + 8th Mels (areally) 18-18 mas				_	-		·			-			
													and the second second

Total Project Budget			WORKING DRAFT 01/14/16
Costille (that Minus	Store:	the state of	Pine
	P.C.		
OPM Services - Design timo			1.
GPM - Construction Adminstration - ESTIMATED	2020 2060	\$ 131,000	Assumes 33% of \$1.12k design phase fee
PM CT	2009	\$ 448,635	Assumen CSM 30 hrs/week for 16 total mos.
	1	\$ 579,635	
A&E - Schemetic Design	5010	\$ 129,000	15% of \$850k fee
A&E - Design Development	5020	\$ 172,000	20% of \$860k fee
ABE - Construction Documents	5030	\$ 301,000	35% of \$860k fee
ALE - Contract Award/Bidding/Negotiations	5040	\$ 43,000	5% of SBG0k fee
A&E - Construction Admistration	5090	\$ 215,000	25% of SBEUk fee
ARE ST		\$ 840,000	among and distributed to differ
A&E - Other Ratmburgeobles	6090	\$ 20,000	
AREST		\$ 20,000	
4 10 P. 2 1 P. 2 14			
Surein's Insurance		\$ -	Town to provide,
#B/Bryalopo Commissioning		\$ -	Town to provide. Builder's Risk?
Its Survey		\$ 75,000	MEP and Envelope; Design and Construction Phase
ino-tech		\$ -	in Duniger Construct
rinting		3 -	in Danign Courtrees
ermits and Approvals		\$ 10,000	Assumes Most bid docs will be done electronically
Construction Testing & Inspection		\$ -	Assumes Town to waive,
batement and Monitoring Services		\$ 35,000	
emo. Operations and Facilities		\$ 20,000	
Andre Contract of the Contract		\$ 500,000	
trility Company Fees		\$ 5,000	and the second s
Wher Project Coats		\$ 10,000	Electric; ges; water; sewer; fiber backcharges
Administration ST		\$ 10,000 \$ 663,000	Misc. Unformeen Costs
		A agridan	
Profession	and an in-	\$ 2,000,000	18,000 SF 92 \$500/SFINCLUDES ABATEMENT and DEMO COSTS!
Construction 57		\$ 9,000,000	and not be described. "THE TRUES VOY I SING NEW OCCURS!
stareminite sum refraktione	05.01	\$ 250,000	Office furniture; fire support equipment; storage equipment
	05.02	\$ 200,000	Resign station commendation; and watchroom equipment
clophorte and Data	05.05	\$ 200,000	Network; PCs; wireless; servers; phone matem
FFRE/TRCH ST		\$ (54,000)	And the second second of the second submered ()
			_
e Jost Total Ecologian Centleganoles		\$ 11,774,685	
	12.7		-
Marie and the Marie and the second se	1		
man Balant Market	06.01	\$ 450,000	5% of Construction Costs
Continuous ST	06.02	\$ 180,000	2% of Construction Costs
Charles (1)		610,000	
e local Total - Designs and Americanthys Phones .		T TOTAL TOTAL	
		127.01	
		S Assessed	
		18,947	
SF with \$9M construction cost budget		210	
SF with 1994 construction cost hudget SF with 1994 construction cost faulties	STIP .		
SF with 5 M construction cost budges	475 500 525		
SF with \$70 construction cost budget SF with \$1M construction cost budget 3	525 550	17,143	¥
SF with \$10 construction cost budget SF with \$10 construction cost budget SF with \$100 construction cost budget \$100 construction cost budget	525 550		¥
SF with \$5M construction cost budget SF with \$5M construction cost budget SF with \$5M construction cost budget	525	17,143	¥
SF with \$ 30 construction cost budget SF with \$ 30 construction cost budget SF with \$ 30 construction cost budget Construction cost of 22,000 SF Facility	525 550	17,143 18,364	¥
SF with \$ 30 construction can sugget SF with \$ 30 construction can budget SF with \$ 30 construction cast budget Construction cost of 22,000 SF Feelity Construction cost of 22,000 SF Feelity	525 550	17,143 18,364	*
SF with \$-30 construction cast suggest SF with \$-30 construction cost budget SF with \$-30 construction cost budget Construction cost of 22,000 SF Feelity Construction cost of 22,000 SF Feelity Construction cost of 22,000 SF Feelity Security	525 590 581 475	17,143 18,364 \$10,430,006	•



PROJECT

UPDATE:

1/19/16 Permanent Building Committee

OPM:

Compass Project Management

Designer:

The Carell Group

GC/CM:

TBD

Progress Since Last Update:

- The Town successfully negotiated a fee with the selected Designer The Carell Group (Carell) from Hopkinton, MA.
- Designer's Fee is \$680,000. This includes Construction Administration and the site survey. This fee as been added to the Draft Total Project Budget (see attached)
- The project created a Design Phase Working Group consisting of:
 - o Compass
 - o Carrell
 - o Chief Carmichael
 - o Deputy Chief MacKenzle
 - o Lt. Zanghetti.
- The Working Group meetings every Thursday AM from 9:30-11 at the Library.
- Carell met with the Police Dept. several times in late December and early February to put together the program for the project.
- initial programming resulted in building size of appox. 15,000 SF.
- The project team is carrying \$500/SF for an estimated SF construction cost based upon input from estimators PM&C and Daedalus. Per the drafted Total Project Budget, after soft costs, there is approximately \$6.6M left for construction. At \$500/SF this requires a building size of 13,200.
- Following the 1/14/16 meeting the PD was able to reduce program requirements down to near 13,000 SF. The Carell Group is expected to present conceptual site layout/floor plans at the 1/21 Meeting.
- The PD is working with the Fire Dept. to identify the Town's dispatch and radio communication needs and coordinate a solution across projects so that efforts and costs are not duplicated.

Schedule Update:

- The Carell Group presented a working draft of the Design Phase Schedule (see attached)
- Compass is drafting a Total Project Schedule
- Targeted Design Phase Milestones are as follows:
 - o 2/25/16 Complete Schematic Design and Schematic Design Estimate
 - o 2/29/16 Begin Design Development
 - o 5/06/16 Complete DD Estimate
 - o 5/13/16 Start Construction Documents
 - o 8/05/16 Complete CDs
 - o 8/08/16 Start Bld Process
 - o 9/16/16 Construction Start

Budget Update:

Total Project Budget: \$9M (see attached).

Town of Walpole New Police Headquarters Project



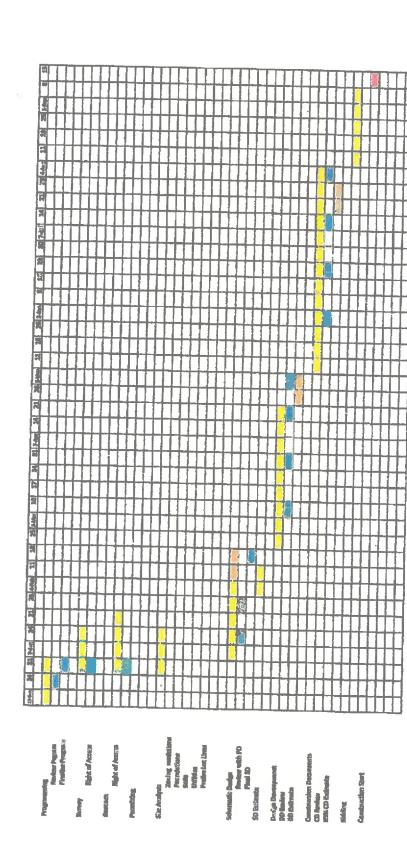
 Compass will prepare and present a Monthly Vendor Invoice Package will presented to PBC starting in February

issues or Concerns:

- Uncertainty regarding the abandoned in place foundations at the South Street Site and the potential impacts to the police station foundation and site utility layouts.
- Team is investigating the suitability of the imported fill for potential use as structural fill. If the fill material cannot be used for structural fill, then it may need to be replaced.
- Completion date for the South Street remediation work needs to be finalized and coordinated with the police station project. DEP closeout can take a long time.

WALPOLE POLICE HEADQUAINERS Draft Project Sciedule 12/29/15

The Carell Group, Inc.



CONTONIS -- PRODECT WANTED DEDEG 3 O'MONS

Total Project Budget			WORKING DRAFT 01/14/16
Bridge Bridge Bridge	and land		
Site (Periode Crimin	and a significant	(3) The property	ing.
OPA - Services			
	PMST	\$ 883,000	Design through Construction; includes 20 hr/week site manager
ALC ACCUMENTS OF THE PROPERTY	1910	\$ 102,000	
AitE - Design Development AEE - Construction Decements	25170	\$ 136,000	
ASE - Contract Award/Bidding/Negotiations	5km) 2nd1	\$ 204,000	
A&E - Construction Aziministration	5077	\$ 34,000	
	ARE ST	\$ 680,000	
A&E - Other Reimburgeshies			
	AREST	\$ 20,000	
Legal Foes Owner's Instrumen	10.60	\$ -	Town to previde,
MEP/Envelope Commissioning	03.03	\$ 60,000	Town to provide. Builder's Hak?
Site Stavey	03.04	\$ 60,000	MEP and Envelope; Design and Construction Phase In Design Contract
Geo-tech	6045	\$ 10,000	Yown contract with Wilcox and Barton
Printing	03L05	\$ 10,000	Assumes Most bid does will be done electronically
Permits and Approvals Construction Testing & Inspection	03.06	\$ -	Attrumes Town to welve.
Abstement and Monitoring Services	03.87 03.06	\$ 90,000	
Temp. Operations and Facilities	(E0.E0)	\$ -	
Moving	09.10	\$ 10,000	
Utility Company Fees	09.11	\$ 20,000	Electric; gas; water; seyrer; fiber becksharges
Other Project Costs	09.12 stration ST	\$ 15,000	Misc. Unforeseen Costs
	46 75-46	155,000	
Construction	D4.00	\$ 6,000,000	
	translien ST	\$ 6,660,666	
Furnishings and Equipment	05.01	\$ 200,000	Office furniture; training room; special police FF&E
Communication	05.02	\$ 350,000	Radio Tower and associated equipment; Dispetch; station comm.
Telephone and Deta PF&	05.03 E/TECH ST	\$ 200,000	Natiwork; PCa; whaless; servers; phone system
Project Voted Englishing Contingencies		\$ 8,698,000	-
- 1			-
Construction Contingency	06.01	\$ 390,000	5% of Construction Costs
Durhers Project Contingency	06.02	\$ 237,000	2% of Construction Cons
Conti	inguistry ST	\$ 4(2),000	
reject Total - Besign and Construction Phases		\$,000,000	•
SF with \$6.6M countraction cost budget	\$475	13,895	
SF with \$6.6M construction care budget	340	THE OF	
SF with \$6.6M construction cost budget	\$525 \$350	12,571 12,000	
	A Part .		
Construction cost of 15,000 SF Facility	\$475	\$7,125,000	
Construction cost of 15,000 SF Facility	\$500	\$7,500,000	
Construction cost of 15,000 SF Facility Construction cost of 15,000 SF Facility	\$525	\$7,875,000	
Construction cost of 13,000 \$t PSCIRY	\$550	\$8,250,000	